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31 AUG 1955

**MEMORANDUM FOR:** Acting Deputy Director (Support)

**SUBJECT :** Unresolved Problems Identified During the Special Clandestine Services Orientation Course

**REFERENCE :** Memo from A-ED/S to D/Pers, dtd 8 Aug 55, same subject

1. The problems outlined in your memorandum on the subject dated 8 August 1955 have been reviewed and the following progress is reported.

2. With respect to improving the selection of case officers, it is proposed that the Clandestine Services Career Panel together with representatives of this Office will consider this matter at an early meeting. Tentative qualification standards have been developed which, together with criteria information available on JOT's, should furnish an excellent base for these discussions, in particular at the junior level.

3. The problem of assuring the advancement of agent-handling case officers has been discussed with the Chief of Operations, ED/P, and was reviewed in considerable detail during a recent field trip by Mr. [REDACTED] of this Office. It is agreed by all concerned that there should not be any arbitrary limit on the grade level of a non-supervisory, agent-handling case officer. Case officer levels should be based upon the merits of the individual requirements of the assignment. 25X1A9a

4. It is further concluded that the typical Clandestine Services non-supervisory, agent-handling case officer assignments tend to reach a plateau at the GS-14 level. This corresponds to a similar situation of the FBI Agent at the GS-12 and GS-13 level. While there are exceptions to this, greater emphasis is placed upon supervisory and executive ability by the Career Service Board before employees are considered for the GS-15 and above levels.

5. The present situation of the ED/P T/O indicates that there are 105 GS-13, 181 GS-14, and 239 GS-13 authorized positions which are obligated by incumbents at one or more grades below that of the authorized T/O level.

6. The Chief of Operations, ED/P, does not believe that there are any substantial unresolved problems in this connection at the present time but that the situation may become more acute in the future.

NO CHANGE IN CLASS. ☐☐ DECLASSIFIEDCLASS. CHANGED TO: TS (C) 2011

NEXT REVIEW DATE:

AUTH: HR 70-2

DATE: 24 JUL 1981

REVIEWER: 029725

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years as the staff reaches greater maturity. The Chief of Operations, IS/P, feels that the Agency should take a strong stand with the Bureau of the Budget and the Congress if required in supporting the principle of paying agent-handling case officers based on the merits of individual circumstances even though such salaries would be at variance with those of the more typical government occupations.

7. It is believed that there is a common understanding of the problem as the result of the review and discussion. Separate proposals are being made regarding the revision of present Agency T/O and Classification procedures which should resolve the problem on a long-term basis.

8. We will cooperate with the Office of Training in the development of a Case Officer Manual.

SIGNED

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Acting Director of Personnel

**Distribution:**

0 & 1 - Addressee

1 - D/Pers

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OP/ :inp (1 Sept 55)

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